

**Minutes of the Executive Committee  
August 17, 2011**

Present: Von Till, Qayoumi, Heiden, Gleixner, Kimbarow, Bussani, Selter, Laker, Ng

Absent: Sabalius, Kolodziejak, Kaufman, Bibb, Bros-Seemann, McClory

Guests: Nance, Lessow-Hurley

1. The Executive Committee voted and approved the Consent Calendar.
2. President Qayoumi outlined the five components in his Strategic Planning process.
  - a. The first component is to connect with internal/external constituencies, and the President has scheduled 40 Town Hall meetings.
  - b. The second component is enrollment and budget, and SJSU has a record enrollment of 4,000 freshmen this semester.
  - c. The third component is to rollout the strategic planning process. Chair Von Till and AVC McClory will identify members by positions and send out a call for nominations for the faculty-at-large members on the Strategic Planning Board (SPB).
  - d. The fourth component is the Acceleration Campaign.
  - e. The fifth component is examining the Information Technology Organization structure, and the top 10 priority Information Technology projects have already been identified.
3. Provost Selter announced that he would be retiring during the Fall 2011 semester. A call for nominations for the search committee for a new provost will be sent out by the Senate Office in the very near future. The President does not think he will need to use a search firm. However, he will consider designating someone to coordinate the search and prepare materials for the search committee.
4. The Executive Committee discussed the President's Advisory Committee on Enrollment Planning (PACE). PACE is not a Senate Committee. It is a presidential advisory committee. PACE has been unsure exactly what its function should be. It was suggested that the Organization and Government Committee (O&G) review and clarify PACE's structure and charge. However, since PACE is not a Senate committee, it was decided that Senators Heiden and Nance would explore this issue further.

## 5. Status Updates:

### a. Instruction and Student Affairs (I&SA) Committee:

Chair Gleixner pointed out that if the Senate chooses not to pass the housing policy when it comes back to the Senate in the fall, then we will have policy handed down to us by the administration.

I&SA is working on a policy regarding an "Assembly Hour." This policy would set aside one hour during the day when no classes would be allowed for campus events and assemblies with amplified sound. It was pointed out that a similar policy for times and locations (cleared by Deans of affected departments) is already in place.

### b. CSU Statewide Senators:

The CSU has a Technology Steering Committee that is considering expanding online offerings.

### c. Professional Standards Committee (PS):

The PS Committee wanted an explanation as to why the Office Hours policy was not signed. Chair Von Till explained that she and Past Chair Kaufman had asked Interim President Kassing not to sign the policy, because the Department Chairs policy was not passed through the UCCD for consultation and suggestions.

The PS Committee is also looking into Department Chair elections, because there is concern over who has access to ballots.

### d. Provost Selter announced a record number of over 4,000 incoming freshmen. The Provost thanked all department chairs for accommodating these students by opening additional sections where needed. In addition, SJSU has 2,700 transfer students, which is 5% over target.

The Provost has approved 40 faculty recruitments. However, with the FERPs and faculty retirements, we will end up losing about six faculty. There were 13 faculty at the New Faculty Orientation, and 11 of them were new to the university.

Provost Selter announced that SJSU just cleared NCAA recertification for another ten years, and may not be required to even have a site visit. The Provost noted that about a dozen people did all of the work involved with the NCAA recertification, and he was very grateful.

The Clark Hall main floor renovation has been completed, and EOP staff have moved into offices on this floor.

The CSU will not be funding RSCA. However, Provost Selter announced he will fund RSCA locally.

- e. The Organization and Government (O&G) Committee:  
O&G has received a petition for a hearing on the proposed mergers in the college of Humanities and the Arts, and will also be working on a revision to the policy, S06-7.
- f. Chair Von Till asked the UCCD to vote on adding a Chair to the Senate, and the UCCD approved this unanimously. Stephanie Coopman made a referral to the Organization and Government Committee concerning this issue.

The Executive Committee discussed the fact that this will require a campus-wide faculty vote to approve a change to the Senate Constitution. In addition, a change to the number of deans and administrators may change the balance of faculty on the Senate and require special elections to add additional faculty.

The Executive Committee discussed the high cost of sending out paper ballots. A member suggested that it was “ridiculous” that the Senate Office did not have enough funds to conduct a campus-wide election last year, and asked about the possibility of online voting. Chair Von Till asked Eva Joice to address this issue in AVC McClory’s absence.

Ms. Joice explained that last semester was the first time that the Senate Office had conducted a college election online using Google Docs. Ms. Joice initially had some concern that there might be privacy issues, because she had received complaints from faculty in the past concerning paper ballots. Nevertheless, Ms. Joice noted that there were no complaints from the college that participated in the online election this spring.

Ms. Joice explained some of the issues with online voting. The most problematic issue has been trying to obtain online voting software that can accommodate proportional voting. Proportional voting requires custom-made software and research conducted by previous Senate AVCs have found it to be cost-prohibitive, given the small Senate budget. Also, the past chair of the Senate contacted Institutional Research and was told they were unable to accommodate the Senate with online voting due to our proportional voting process. Proportional

voting also requires verification of appointment time by each department, and this becomes somewhat tricky with online voting.

Ms. Joice further explained that the Senate's General Unit is spread out all over the campus with five or six individuals here, and two or three there. The General Unit includes all faculty not in one of the colleges as well as all Student Services Professionals III and IV. General Unit personnel must be contacted individually whenever the Senate conducts a vote in the general unit, and/or a campus-wide vote. This would also apply to online voting.

Ms. Joice noted that even with the potential problems, she and AVC McClory had planned on conducting online voting using Google Docs for additional Senate elections this year, and she would attempt to come up with a way to make the process work for a campus-wide vote.

- g. Senator Heiden is continuing research on the smoking policy. There may be county grants available for signage.

Minutes approved by the Executive Committee on September 12, 2011. Minutes were taken and prepared by Eva Joice, Senate Administrator.